

R-64 Instructions

The County Supervisor of Transportation will complete a separate R-64 for each school district that has an approved R-63. Times and locations for maintenance and fuel on each application must be approved by the County Supervisor of Transportation.

Section 1: Record only information from section one on the R-63  
Section 2: Record only information from section two on the R-63  
Section 3: Record only information from section three on the R-63

Bus Number:	The Department of Education’s bus number
Driver’s Name:	The person driving the bus
Number of Bus Drivers Riding (Including Driver):	The number of drivers riding home or to other approved locations including the person driving the bus
Days Operated:	The number of school days the bus will be taking drivers home during the school year
Annual State Funded Miles:	State funded miles on the R-63
Annual District Funded Miles:	Annual district funded miles at the bottom of the R-63
Parking Location During School Day:	The address where the bus is parked when the driver takes it home or to another approved location
Time Leave Parking Location:	Time the bus leaves the midday parking/maintenance location to transport driver(s) home.
Time Return To Parking Location:	Time the bus returns to the midday parking/maintenance location or the first school on the first afternoon trip.
Time Bus Available For Maintenance and Fuel:	Time frame the bus is available for maintenance and fuel (Example: 8:30 to 10:00)
Bus Location For Maintenance and Fuel:	Location where the bus will receive maintenance and fuel
Total Annual State Funded Miles:	Total of State funded miles in all sections
Total District Funded Miles:	Total of district funded miles in al sections
Cost For Annual State Funded Miles:	Total Annual State Funded Miles X \$.80
Cost For District Funded Miles:	Total Annual District Funded Miles X \$.80